



CONSULATE GENERAL OF THE
UNITED STATES OF AMERICA

American Consulate General
Hamilton, Bermuda
Date: August 17, 2011

To: Prospective Quoters

Subject: Request for Quotations number SBD214-11-Q-0008 for Janitorial Services

Please be advised that a Request for Quotations (RFQ) for Janitorial Services is available on our website <http://Hamilton.USConsulate.gov>. If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 1449 that follows this letter.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable offer. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so. It should be noted that The U.S. Consulate General reserves the right not to accept the lowest or any bid.

There will be an opportunity to conduct a site visit on August 19, 2011 at 10:00. The purpose of the visit will be to review the premises and to ask any questions of the Contracting Officer's Representative about the proposed work. Please advise Raynae Fleming of your intention to attend such site visit by e-mail addressed to: flemingre@state.gov No person will be allowed access without such notification.

All quotations are due by August 29, 2011 at 4:00 p.m.

Sincerely,

A handwritten signature in blue ink, appearing to read "Douglas R. Boudreau".

Douglas R. Boudreau
Contracting Officer

Enclosure